

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

PERSONNEL BOARD MINTUES OF THE MEETING OF FEBRUARY 25, 2011

Attending: David.

David Alschuler Bunny Patchen

Michael Perlmutter Rosalie Pincus George Castell Evette Phillips Renato Seias

Rafael Granado

Vice Chairperson

Associate Member Associate Member Associate Member Employee Member Employee Member Employee Member

City Liason

Absent:

Gabriel Paez

Associate Member

Ramiro Inguanzo

Secretary

David Alschuler, Vice Chairperson, convened the Personnel Board meeting at 9:07 a.m.

ITEM 1- Approval of Minutes

Upon motion by Michael Perlmutter, Associate Member, and seconded by Renato Sejas, Employee Member, the minutes of the December 17, 2010 Personnel Board meeting were approved.

ITEM 2- Discussion regarding Special City Awards

David Alschuler, Vice Chairperson, recommended that a subcommittee be created as it was last year to review and narrow down the nominations received. A subcommittee was created and was scheduled to meet on Wednesday, March 2, 2011 at 1:00 p.m. The subcommittee is composed of the following members: Associate Members Bunny Patchen and Michael Perlmutter, and Employee Member Evette Phillips. The Subcommittee was tasked by Mr. Alschuler to narrow down the nominations per category as follows: One Team, One City Award should be narrowed down to three (3) nominations; Beyond the Call of Duty Award should be narrowed down to three (3) nominations; Customer Service Award should be narrowed down to three (3) nominations; Community Volunteer Award should be narrowed down to three (3) nominations; and the City Betterment Award should be narrowed down to two (2) nominations. Selection of winner(s) per category will take place at the Board's next scheduled meeting, March 11, 2011. Rafael Granado, Assistant Human Resources Director, advised the Board that Ramiro Inguanzo, Secretary, would like to have the winners recognized at two separate events. The first event would be the City's Pin Ceremony where they would be recognized before their peers. The second event would be the April 13, 2011, City Commission meeting where they would be recognized before the public and City Commission.

ITEM 3 – Classified Performance Evaluations - the request from Personnel Board Members for Department Directors with more than 10% or with 10 or more past due performance evaluations to appear before the Board

Rafael Granado, Assistant Human Resources Director, stated to the Board that all departments with the exception of the Fire department, were doing rather well. The Fire Department had a slight increase in their past due evaluations since the December 17, 2010 meeting. Mr. Granado informed the Board that he had met with the Fire department and a possible vendor to discuss a program to complete evaluations electronically. Human Resources will continue to meet with other possible vendors. Mr. Granado advised the Board that he will personally contact the Fire department, as well as other departments who had past due evaluations. An update on these numbers will be provided at the Board's next scheduled meeting, March 11, 2011.

ITEM 4 - Open Forum Discussion

Michael Perlmutter, Associate Member, would like to discuss the meeting dates from September through December 2011. Mr. Perlmutter, also inquired as to the selection of a chairperson. Both of these items will be discussed at the Board's March 11, 2011.

With all in favor, the meeting was adjourned at 9:36 a.m.

Ramiro Inguanzo, Secretary